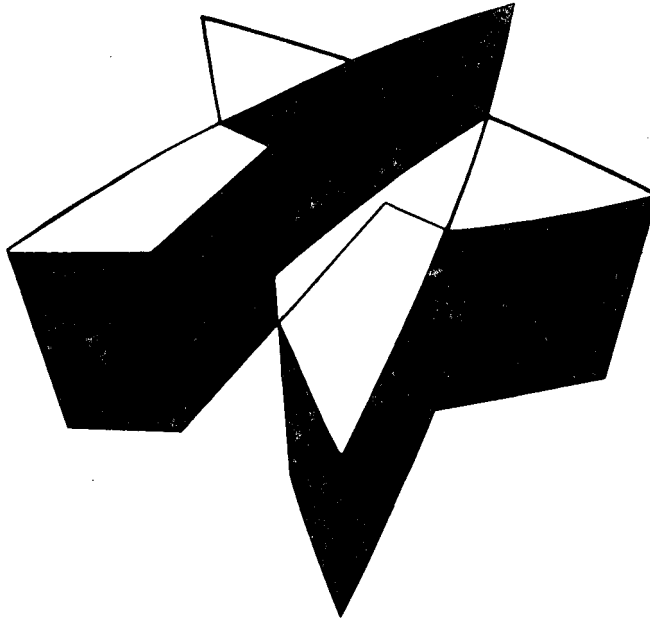


*Ce R T m*



# The Presidential Management Intern Program

## Orientation

United States of America

Office of Personnel Management

## Purpose :

Expose to broad issues, major processes, institutions, and values that will affect your careers. Help you achieve/maintain a perspective needed to be a manager. Make you more politically astute about this town. If done well, you'll absorb a better "feel" for the nation's capital, its dynamics and some of the key people that make it tick.

Become fairly well acquainted with the people in your cluster - probably start some relationships that will last throughout your federal careers. Will become professional associates with high degree of mutual regard for each other - it will be personally rewarding and it is part of invisible glue that makes government work.

You will meet a cross section of federal officials from both legislative and executive branches. Possibly also media and lobbyist type folk.

## Basic Parameters -

- meet minimum of 6 times/yr. for two years.
- devote pretty much a full day to a discussion - you're excused from work for these sessions
- topics center on your cluster; choosing

**Office of  
Personnel Management** Washington, D.C. 20415

In Reply Refer To.

**JUL 10 1979**

Your Reference:

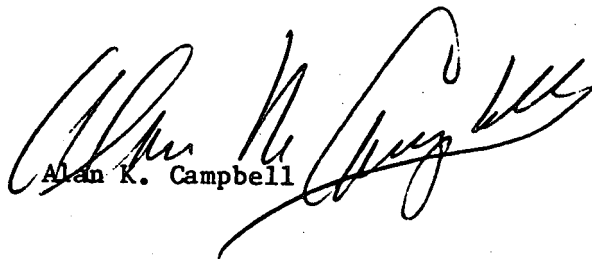
Dear Presidential Management Intern:

I am pleased to welcome you to the 1979 Orientation for Presidential Management Interns. These few days provide an opportunity for you to reflect on your public management education and experiences and to look ahead to the challenge of a public service career. It is a time to seriously consider your own goals and objectives, and begin laying the groundwork for achieving them. It is likewise the appropriate time to recognize the trust which has been placed in you as a public servant and to commit yourself to upholding that trust.

As an Intern, you will be making an important, and at times difficult, transition from the academic to the working environment. Regardless of your background you will find new challenges, demands, satisfactions and, sometimes, disappointments. You will need to adapt the skills and knowledge acquired from your graduate studies to the specific demands of the public service. It is my hope that you will use the internship as a learning experience; testing your insight, intelligence, judgment, patience and dedication in preparation for your future role as a public manager.

Your presence at this Orientation clearly documents your past achievements. You bring to the Federal Service the high standards and superior qualities which are critical to the effective management of public programs. The true mark of your success as an intern will be your ability to effectively apply these standards and qualities to the challenges you will face during the coming two years.

I and the staff of the Office of Personnel Management look forward to working with you and your agency to help ensure your success.

  
Alan K. Campbell

**PRESIDENTIAL MANAGEMENT INTERN PROGRAM ORIENTATION  
MANAGING IN THE FEDERAL GOVERNMENT**

**Sunday, July 15, 1979**

**State Department (Franklin Room)**

**4:00 - 5:00            Registration**

**5:00 - 7:00            Reception**

**Monday, July 16, 1979**

**State Department Auditorium**

**9:00 - 9:30            Welcome & Introductions --  
Norman Beckman, Assistant  
Director for Intergovernmental  
Personnel Programs  
Office of Personnel Management**

**9:30 - 10:15           "Understanding the Federal  
Personnel System"  
Alan K. Campbell, Director  
Office of Personnel Management**

**10:15 - 10:30           Program Details -- PMIP Staff**

**10:30 - 10:45           PMIP Career Development Program --  
Enid Beaumont, Executive Director  
National Institute of Public  
Affairs**

**BREAK**

**11:15 - 12:00           "Managing in the Public Sector"  
Michael Blumenthal  
Secretary of the Treasury**

**LUNCH**

1:30-3:00 Office of Personnel Management  
1900 E Street, NW.

Cluster Groups: Small Group Discussions with Cluster and Resource persons on the concept, limits and opportunities of cluster group sessions.

"Western" Clusters - Room 4310  
Chicago, Denver, Kansas City,  
San Francisco, and Seattle  
Discussion Leader: Kathie Libby  
PMIP Staff

"Eastern" Clusters - Room SB 347C  
Atlanta, Boston, Dallas  
Discussion Leader: Andrew Boesel  
Chief, PMIPD

"D.C." Cluster 1 - Room 5A06A  
Discussion Leader: Ed Scott, Assistant  
Secretary for Administration, Department  
of Transportation

"D.C." Cluster 2 - Room 3314  
Discussion Leader: Al Zuck, Assistant  
Secretary for Administration, Department  
of Labor

"D.C." Cluster 3 - Room 1430  
Discussion Leader: Gene Weithoner,  
Associate Administrator for Administration, Federal Aviation Administration  
Department of Transportation

"D.C." Cluster 4 - Room 1441  
Discussion Leader: Don Wortman, Deputy  
Director for Administration, Central  
Intelligence Agency

"D.C." Cluster 5 - Room 3620  
Discussion Leader: Astrid Merget,  
Associate Professor of Public  
Administration  
George Washington University

"D.C." Cluster 6 - Room 3449  
Discussion Leader: Charles Washington,  
Professor of Public Administration  
George Washington University

"D.C." Cluster 7 - Room 6477  
Discussion Leader: Jim Mitchell  
Consultant

"D.C." Cluster 8 - Room 7336  
Discussion Leader: Enid Beaumont,  
Executive Director, National  
Institute of Public Affairs

3:30-4:30

Office of Personnel Management

The PMIP Experience: Small Group  
Discussions (1978 PMI's with  
field interns)

<u>Interns</u>	<u>Agency</u>	<u>Room</u>
Judy Boch	Navy	4310
Peter Hickman	HEW	4310
Evelyn Levenson-Bell	DOE	1441
Melba Meador	HEW	1441
Portia Murry	GSA	1430
Lee Green	HEW	1430
Terry Holpert	HEW	3314
Hazel Wilson	CSA	3314
Elizabeth LaPointe	EPA	6477
Barry Cogan	OPM	6477
Susan Mueller	OPM	3449
Sandy Regan	HUD	3449
Mike Weedall	Energy	3620
Mary Kay Stack	Justice	3620
Sandy Weisman	Treasury	7336
Barbara Rose	Army	7336
Ron Cano	Transportation	7336
Melvin Willingham (Field)	HEW	SB 347C
Karen Petitto (Field)	VA	SB 347C
Patricia Rivera (Field)	Navy	5A06A
Leo DeManche (Field)	OPM	5A06A

7:00 p.m.

Reception for 1979 Presidential  
Management Interns

Sponsored by the Association of  
Minority Presidential Management  
Interns

Location: Park Centre - Penthouse  
Interstate 395 South to King Street  
West; First Light Turn Left

Tuesday, July 17, 1979

Concurrent Seminars on Policy and Management  
Issues

Seminars are generally scheduled from 9:00-10:30,  
10:45-12:00, 1:30-3:00, and 3:15-4:30. Most of  
the topics are covered twice to provide maximum  
choice.

Please plan your schedule carefully, as seminars  
are being held in several different buildings.  
All are within a 5 minute walking distance of one  
another, but the schedule is tight.

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Effective Federal Regulation of Health, Safety and  
Environmental Programs - Room 1441  
Office of Personnel Management

9:00 - This seminar will consider the effects of  
pending reforms upon regulatory programs  
designed to protect the public health and  
the ecology, with particular emphasis on  
the appropriate role of economic factors,  
such as cost-benefit analysis. The first  
session will focus on the Congressional  
perspective and pending reform proposals.  
The second session will present the regu-  
lator's viewpoint on how reforms will help  
or hinder accomplishment of their missions.



Speakers will include:

S. John Byington, Partner; Bushnell, Gage,  
Reizen and Byington (former Chairman,  
Consumer Product Safety Commission)

Michael M. Finkelstein, Associate Adminis-  
trator for Rulemaking, National Highway  
Traffic Safety Administration

Mark Green, Executive Director,  
Congresswatch

Richard Heller, Special Assistant to the  
Chairman, Consumer Product Safety  
Commission

Moderators: Johnathan Weiss, Department  
of Transportation  
Kirk Johnson, Environmental  
Protection Agency

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9:00 - Survey of U.S. Foreign Policy Issues in the  
Carter Administration - Room 1205,  
Department of State

National Security Policy Planning  
Jack Trenton, Office of the Special  
Assistant to the Secretary of Defense

Developmental Assistance and Foreign  
Military Sales  
William H. Marsh, Special Assistant  
to the Under Secretary of State for  
Security Assistance

Congressional Perspective  
(Speaker to be announced)

Moderators: Paul Scheffer, Department of State  
Kim Kavrell, Department of Defense

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9:00-10:30

Budget & Tax Panel: Balanced Budget in  
1981?

Assembly Room, American Red Cross  
17th Street, between C & D

Criticism of government spending and complaints about deficit-driven inflation have spurred the Administration toward serious planning for a balanced Federal budget in 1981. In the face of recessionary forces such as the OPEC price rise, however, this prospect seems increasingly dim. What revenue and expenditure policies will best serve us in 1981? If we do practice significant fiscal restraint, who should carry the burden?

Dale McOmber, Assistant Director for  
Budget Review, OMB

Paul Reardon, Senior Staff Economist, U.S.  
Chamber of Commerce

Robert Reischauer, Deputy Director,  
Congressional Budget Office

Alair Townsend, Deputy Assistant Secretary  
for Budget, HEW

10:45-12:00

Harvey Galper, Associate Director, Office  
of Tax Analysis, Department of the  
Treasury

Randy Jayne, Associate Director for National  
Security & International Affairs, OMB

Bruce Meredith, Director of Budget  
Priorities, House Budget Committee

Joseph Pechman, Director of Economic  
Studies, Brookings Institution

Moderators: John Walsh and John Hale, Office  
of Management and Budget; Charles  
Kieffer, Department of Health,  
Education and Welfare

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Regulatory Reform - Office of Personnel Manage-  
ment - Room 5A06A

9:00 - The first session will provide an historical  
perspective on the growth of transportation  
regulations and their effects, changing  
conditions leading to regulatory reforms,  
and the effect of reform on the public and  
the industry.

Roy Pulsifer, Associate Director,  
Licensing Programs and Policy  
Development, Civil Aeronautics  
Board

Sandy Morton, Director, Office of  
Policy and Analysis, Interstate  
Commerce Commission

Lana Batts, American Trucking  
Association

Peyton Winns, Economist, Senate  
Commerce Committee

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10:45 - This session will provide insights into  
how the regulatory process works, the  
need for reform and the Administration's  
efforts in the area of regulatory reform.

Roy Pulsifer, Associate Director,  
Licensing Programs and Policy  
Development, Civil Aeronautics  
Board

Geoffrey Lubbers, Counsel, Administra-  
tive Conference of the United States

Jay Steptoe, Senate Judiciary Staff

Diane Steed, Chief, Regulatory Policy  
Branch, Office of Management and  
Budget

Moderators: Marjorie DeBlaay, Interstate Commerce  
Commission  
Susan Coulter, Department of  
Transportation

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Energy and Environment Trade Offs: The Policy  
Considerations and Management Decisions  
- Auditorium, American Red Cross/D.C. Chapter

9:00 - Policy Consideration

As energy supplies become scarce, what should be the trade off between environmental quality and expanding energy production? What should a national or state policy include that must balance environmental interests with energy consumption, cost, and demand? In this session, we have invited representatives from industry, environmental concerns, state government and Congressional staffs to discuss the development of such a policy. They will present a brief review of their respective positions and discuss among themselves the leading issues of this topic.

Eleanor Swartz, State of California,  
Washington Office

Harrison Leash, Peabody Coal Co.

Louise Dunlop, Environmental Policy  
Center

Mike McCabe, Staff Director of the  
Environmental Conference Center

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10:45 - Management Decisions

A truly comprehensive policy governing the energy/environmental balance may forever remain a rare ideal, but decisions affecting this balance are made daily by three major executive agencies. The Departments of Energy and of Interior and the Environmental Protection Agency share responsibility for the provision of our country with adequate fuel supplies, and for protecting or enhancing the quality of our environment and natural resources. Each of these agencies has a different set of operating responsibilities, and each approaches the energy/environment balance from a different perspective. In this session, we have asked each agency to explain the nature of the decisions it faces with respect to energy development and the environment. We have asked them, in particular, to describe the administrative arrangements which structure their decisions, and to explain the evolving mechanisms for inter-agency coordination. Rather than "what" and "why," we are now asking "how?"

Lyle Reed, Director, Office of Oil and  
Natural Gas Supply Development,  
Department of Energy

Chuck Reck, Acting Director, Office of  
Coal Leasing, Planning, and Coordination,  
Department of Interior

William Drayton, Assistant Administrator  
for Planning and Management,  
Environmental Protection Agency

Moderators: Mark Kerrigan, FERC, Department of  
Energy  
Dennis Falck, Department of Interior

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Channels of Input for Human Services: Housing for  
the Aged

Board Room, American Red Cross  
D.C. Chapter  
20th & E Street, N.W.

The delivery of human services has become increasingly complex and costly. The trend has been toward the delivery of comprehensive and integrated human services. Within this context, more actors have become involved in policy formation, implementation and evaluation.

The purpose of this panel is to bring together policy-makers, program managers, evaluators and advocates to discuss the policy process in one area of human service - housing for the aged. The panel will be devoted to a discussion of elderly housing policy development, implementation and evaluation. Presidential Management Interns will be exposed to the problems of mobilizing diverse, and often conflicting, interests in order to effectively meet human service needs for the elderly in the area of housing.

Bernice Neugarten, Ph.D.  
Professor of Human Development  
Department of Behavioral Sciences,  
University of Chicago  
Member, Federal Council on Aging

Larry Lane, Director for Public Policy  
American Association of Homes for the  
Aged

Debra Kilmer, Legislative Liaison,  
Senate Special Committee in Aging

Marilyn Melkonian, Deputy Assistant for  
Multifamily Housing Programs  
U.S. Department of Housing and Urban  
Development

Coordinator: Richard Wehmhoeffer, Department of  
Housing and Urban Development

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LUNCH

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1:30 - Service Delivery Through the Intergovern-  
mental System

Assembly Room, American Red Cross  
17th Street, Between C & D

The intergovernmental system has often been hailed as the first wave of the "New Federalism." During the categorical era of the 1960's, the Federal Government was primarily responsible for all social programs, though, as was repeatedly suggested, without due regard to local circumstance. President Nixon initiated a new direction in the implementation of Federal assistance programs, with the Federal Government having less direct input in the local decision-making process.

This panel is comprised by both academics and practitioners who will discuss a variety of questions including:

- how have Federal agencies addressed problems in the intergovernmental system?
- how does the development of Federal regulations interfere/assist in the operation of local programs?
- what are the economic implications of a decentralized system during periods of fiscal austerity?
- is the intergovernmental system the best mechanism for delivery of social programs?

Martha Derthick, Director of Governmental Studies, Brookings Institute

Robert Jones, Deputy Administrator,  
Office of Comprehensive Employment  
Programs (CETA), Department of  
Labor

Julie Bingham, Special Assistant to  
the Deputy Assistant Secretary for  
Policy & Planning, EDA/Commerce

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1:30 - Organization and Management of Foreign Policy  
- State Department, Room 1205

Civilian - Military Relations  
Col. William Houser, U.S. Army  
Research Institute

Women & Minorities in Foreign Policy  
Agencies

Virginia Dundee, Deputy Assistant  
Secretary, DoD

Responsibilities of the Foreign Service

Moderators: Patrick Bogenberger, Department of  
the Navy



Sean O'Keefe, Department of the  
Navy

Paula Scheffer, Department of State

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1:30 - Managing the Government's Legal System

Board Room, American Red Cross  
D.C. Chapter  
20th & E Street, N.W.

There will be two main areas discussed by this panel. The first will be the role the discussants and their offices play in the enforcement of various laws and regulations. The second area will be the factors that make the management of these offices unique.

The participants and their topics will be:

Joel Friedman - Chief, Organized Crime  
Strikeforce, Organized Crime and  
Racketeering Section - Criminal  
Division, U.S. Department of Justice

Topic: Justice Department's Role in  
Criminal Prosecution

Marjorie Fine Knowles - Inspector General  
Office of the Inspector General, U.S.  
Department of Labor

Topic: The Role of the Inspector General

3:15 Jerry Goren - Special Assistant to the  
Assistant Attorney General-Criminal  
Division, U.S. Department of Justice

Topic: Organized Crime: The Problem,  
The Response

ADDENDUM

to

1979  
ORIENTATION  
PROGRAM

Tuesday, July 17, 1979

1:30-4:30

Managing Direct Services  
Room 1441  
Office of Personnel Management

This panel will discuss the issues confronting the new public administrator in managing direct services with respect to allocation of scarce fiscal and natural resources. Emphasis will be on the changes from traditional philosophies of resource management to those of innovation and change, to meet the modern public demands now being experienced by such agencies as the National Park Service and the Internal Revenue Service.

Speakers will include:

Robert G. Stanton, Deputy Regional Director,  
National Capitol Region, National Park Service

Steven F. Lynch, Assistant Regional Director for  
Administration, National Capitol Region

Alan Beck, Deputy Assistant Commissioner for  
Resources Management, Internal Revenue Service

Corrections in panelists for Energy & Environment  
Tradeoffs Seminar

Harrison Loesch, Vice President for Government  
Relations, Peabody Coal Co.

Louise Dunlap, Executive Director, Environmental  
Policy Center

Mike McCabe, Director, Environmental Study Conference  
of the U.S. Senate/House Conference Committee



1st figure..... Floor  
2nd Figure or Letter..... Corridor  
3rd and 4th Figures.....Room

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Sheila Hollis - Director, Office of  
Enforcement, Federal Energy Regulatory  
Commission

Topic: Role of the Office of Enforcement  
in the FERC

Moderators: James McMullen, Department of Labor  
Merle Frank, Department of Justice

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1:30 - Natural Resources Coordination

Red Cross/D.C. Chapter, Auditorium  
20th & E Street, N.W.

Two different panels will present interesting perspectives on challenges and management issues related to natural resource coordination in the Federal Government. The recently proposed Department of Natural Resources reorganization will be highlighted as a management tool in the later session. Speakers will include:

Malcolm Baldwin, Senior Staff Member for  
Land Use and Wildlife, Council on  
Environmental Quality

David Hales, Deputy Assistant Secretary  
for Fish, Wildlife, and Parks,  
Department of Interior

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3:15 William Harsch, Deputy Associate Director,  
National Resources/Environment Division  
Office of Management and Budget

Heather Ross, Deputy Assistant Secretary,  
Policy Budget and Administration,  
Department of Interior

Moderators: Marcia Keener, Department of Interior  
Lee Solsberry, OMB

1:30 - Congressional - Executive Relations in  
Federal Program Management

Hubert H. Humphrey Auditorium  
Hubert H. Humphrey Building  
200 Independence Avenue, S.W.

This panel will discuss congressional/executive relations in the Post-Watergate era. The panelists are prominent members of Congress, the White House Staff, and Federal agency officials. Each speaker will make brief remarks before opening the session for group discussion. Speakers will include:

Louis Stokes, Congressman, (D), Ohio

Valerie Pinson, Special Assistant for  
Congressional Liaison, The White House

Susan Williams, Deputy Assistant Secretary  
for Congressional Relations, Department  
of Transportation

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3:15 Alan Cranston, Senator, (D), California

Terence Straub, Special Assistant for  
Congressional Liaison, The White House

Andrew Manatos, Assistant Secretary for  
Congressional Affairs, Department of  
Commerce

Moderators: Steve Page, Department of HEW/The  
White House

George Turnbull, Department of Interior

Reta Lewis, Department of Justice

1:30 - Managing In A High Technology Environment

Office of Personnel Management  
Room 5A06A

As society has become more involved with, and more dependent upon technology, the importance of administrators, and science and technology intensive agencies, has increased. Members of this panel representing National Aeronautics and Space Administration, Nuclear Regulatory Commission, Department of Transportation, and Department of Defense will examine the role of the techno-science administrators and the political and administrative framework in which they operate. Speakers will include:

Richard P. Denise, Assistant Director for  
Reactor Safety, Nuclear Regulatory  
Commission

Marjorie Townsend, Manager, Preliminary  
Systems Design Group, Goddard Space  
Flight Center, National Aeronautics  
and Space Administration

John Hodge, Associate Administrator for  
Policy Plans and Administration,  
Department of Transportation

Moderators: Bruce Kirschner, Nuclear Regulatory  
Commission  
Brent Bennett, NASA



Wednesday, July 18, 1979

State Department Auditorium

9:00 - 10:30	"Ethics and Values for the Public Service" Multi-Media Presentation
11:30 - 11:30	"Managing the Nation's Economy" Charles Schultze, Chairman, Council of Economic Advisors
11:30 - 12:00	Wrap-Up

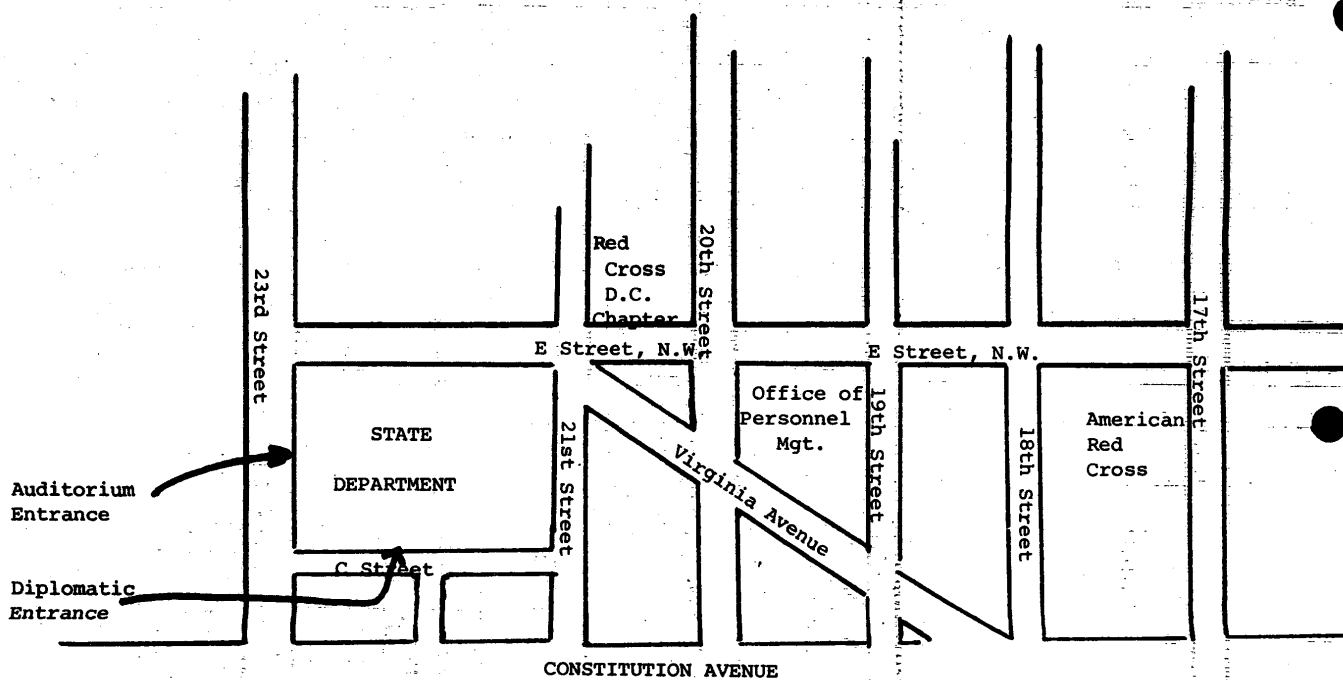
1978 AND 1979 INTERNSHIPS

<u>AGENCY</u>	<u>1978 INTERNS</u>	<u>1979 INTERNS</u>
ACTION	1	-
AGENCY FOR INTERNATIONAL DEVELOPMENT	-	-
U.S. DEPT. OF AGRICULTURE	3	6
AIR FORCE	9	5
ARMY	15	8
CIA	1	2
CIVIL AERONAUTICS BOARD	-	1
COMMERCE	4	10
COMMODITY FUTURES TRADING COMMISSION	1	-
COMMUNITY SERVICES ADMINISTRATION	1	1
CONSUMER PRODUCT SAFETY COMMISSION	-	1
DEFENSE - OFFICE OF THE SECRETARY	3	3
DEFENSE LOGISTICS AGENCY	-	1
DEFENSE MAPPING AGENCY	1	1
DEPARTMENT OF ENERGY	10	4
ENVIRONMENTAL PROTECTION AGENCY	9	17
EQUAL EMPLOYMENT OPPORTUNITY COMM.	1	-
FEDERAL COMMUNICATIONS COMMISSION	1	1
FEDERAL DEPOSIT INSURANCE CORP.	1	-
FEDERAL TRADE COMMISSION	-	1
GENERAL ACCOUNTING OFFICE	14	17
GENERAL SERVICES ADMINISTRATION	7	4
HEALTH, EDUCATION AND WELFARE	35	42
HOUSING & URBAN DEVELOPMENT	19	11
INTERIOR	7	3
INTERNATIONAL COMMUNICATION AGENCY	-	1
INTERSTATE COMMERCE COMMISSION	1	2
JUSTICE	12	11
LABOR	8	6
NATIONAL AERONAUTICS & SPACE ADMIN.	12	9
NATIONAL CREDIT UNION ADMINISTRATION	1	-
NATIONAL ENDOWMENT FOR THE ARTS	1	-
NATIONAL ENDOWMENT FOR THE HUMS.	1	-
NAVY	12	12
NUCLEAR REGULATORY COMMISSION	2	-
OFFICE OF MANAGEMENT & BUDGET	5	5
OFFICE OF PERSONNEL MANAGEMENT	6	6
SECURITIES AND EXCHANGE COMMISSION	-	1
SMALL BUSINESS ADMINISTRATION	-	2
STATE DEPARTMENT	1	4
TRANSPORTATION DEPARTMENT	13	17
TREASURY DEPARTMENT	11	7
VETERANS ADMINISTRATION	9	5



METRO STOP

METRO STOP



of materials with outline resource materials to use if cluster wants. We used list of topics but took off a few after that.

- Each cluster has Cluster Leader and Resource Person. Cluster Leader is executive in federal govt. - mostly product of career system - some were political appointees. Resource persons are knowledgeable people in public administration. They are paid stipend to support cluster, possibly lead discussions on some topics.

- Describe how we ~~involved~~ evolved.

lunch

career planning -

GAO prog. evaluation - Staats/Campbell

OMB budget -

CDA Congress -

NIPA Ethics - Fitzgerald

PMIs volunteer to introduce topic -

I usually come up with speakers.

Meet different locations.

- Be meeting in August to plan next year's agenda